



## CHARTER INTERAGENCY COMMITTEE ON SMOKING AND HEALTH

### Purpose

The Secretary is directed under Public Law 98-474, the Comprehensive Smoking Education Act, to establish an Interagency Committee on Smoking and Health. The Committee shall advise the Secretary, Department of Health and Human Services (HHS), and the Assistant Secretary for Health and Surgeon General on: (a) coordination of research and educational programs and other activities within HHS, and coordination of such activities with other Federal, State, local, and private agencies; (b) establishment and maintenance of liaison with appropriate private entities, other Federal agencies and State and local public health agencies, in respect to the effects of smoking on human health; and (c) development of materials for the Secretary's biennial reports to Congress.

### Authority

15 U.S.C. 1341(b). The Committee is governed by the provisions of Public Law 92-463, as amended (5 U.S.C. App. 2), which sets forth standards for the formation and use of advisory committees.

### Function

The Interagency Committee on Smoking and Health reports to the Secretary, HHS, through the Assistant Secretary for Health and Surgeon General, and the Director, Centers for Disease Control and Prevention (CDC). The Committee shall advise the Secretary; the Assistant Secretary for Health and Surgeon General; and the Director, CDC, on coordination of research, educational programs, and other activities within the Department that relate to the effect of smoking on human health, and on coordination of these activities with other Federal, State, local, and private agencies; establishment and maintenance of liaison with appropriate private entities, other Federal agencies, State and local agencies, and public agencies respecting activities relating to the effect of smoking on human health; and development of material for the Secretary's biennial report to Congress required by 15 U.S.C. 1341. These reports shall contain:

- (1) an overview and assessment of Federal activities undertaken to inform the public of the health consequences of smoking and the extent of public knowledge of such consequences,
- (2) a description of the Secretary's and the Committee's activities under subsection (a) of 15 U.S.C. 1341,

- (3) information regarding the activities of the private sector taken in response to the effects of smoking on health, and
- (4) such recommendations as the Secretary may consider appropriate.

#### Structure

The Committee shall be composed of members appointed by the Secretary from appropriate institutes and agencies of the Department, which may include the National Cancer Institute; the National Heart, Lung, and Blood Institute; the National Institute for Child Health and Human Development; the National Institute on Drug Abuse; the Health Resources and Services Administration; and the Centers for Disease Control and Prevention; at least one member appointed from the Federal Trade Commission, the Department of Education, the Department of Labor, and any other Federal agency designated by the Secretary, the appointment of whom shall be made by the head of the entity from which the member is appointed; and five members appointed by the Secretary from physicians and scientists who represent private entities involved in informing the public about the health effects of smoking. The Secretary shall designate the Chair of the Committee.

Members shall be invited to serve for overlapping four-year terms; terms of more than two years are contingent upon the renewal of the Committee by appropriate action prior to its termination. Members shall serve after the expiration of their terms until their successors have taken office.

Subcommittees composed of members of the parent committee may be established from time to time. The Department Committee Management Officer will be notified upon establishment of each subcommittee and will be provided information on its name, membership, function, and estimated frequency of meetings.

Management and support services shall be provided by the Office on Smoking and Health, National Center for Chronic Disease Prevention and Health Promotion, Centers for Disease Control and Prevention.

#### Meetings

Meetings shall be held approximately two times per year at the call of the Chair, who shall approve the agenda. A government official shall be present at all meetings.

Meetings shall be open to the public except as determined otherwise by the Secretary or other official to whom the authority has been delegated; notice of all meetings shall be given to the public.

Meetings shall be conducted, and records of the proceedings kept, as required by applicable laws and Departmental regulations.

Compensation

Members who are not full-time Federal employees shall be paid at the rate of \$188 per day, plus per diem and travel expenses in accordance with the Standard Government Travel Regulations.

Annual Cost Estimate

Estimated annual cost for operating the Committee, including compensation and travel expenses for members but excluding staff support, is \$29,749. Estimate of annual person-years of staff support required is .7, at an estimated annual cost of \$36,678.

Reports

The Secretary shall submit to Congress a biennial report as required by subsection (c) of 15 U.S.C. 1341. The report shall be prepared by the Office on Smoking and Health, National Center for Chronic Disease Prevention and Health Promotion, Centers for Disease Control and Prevention, and submitted through the Assistant Secretary for Health and Surgeon General to the Secretary for approval.

In the event a portion of a meeting is closed to the public, a report shall be prepared annually that shall contain, at a minimum, a list of members and their business addresses; the Committee's functions, dates and places of meetings; and a summary of Committee activities and recommendations made during the fiscal year. A copy of the report shall be provided to the Department Committee Management Officer.

Termination Date

Continuing. (The charter for the Interagency Committee on Smoking and Health will expire on March 20, 2001.)

APPROVED:

MAR 15 1999

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Date

  
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Director, Centers for Disease Control and Prevention